

RESOLUTION NO. 2018-2

**A RESOLUTION OF THE VILLAGE COUNCIL OF THE
VILLAGE OF KEY BISCAYNE, FLORIDA,
AUTHORIZING THE VILLAGE MANAGER TO ISSUE A
WORK ORDER TO THE CORRADINO GROUP, INC. TO
PERFORM AN EVALUATION AND APPRAISAL REPORT;
AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Village of Key Biscayne (“Village”) issued Request for Qualifications No. 2016-02-09 (“RFQ”) for continuing professional engineering services; and

WHEREAS, pursuant to the RFQ, the Village Council selected the Corradino Group, Inc. (the “Corradino”) as one of the consultants to provide continuing professional services and authorized the Village Manager to execute an agreement with Corradino; and

WHEREAS, Corradino has provided a proposal, attached as Exhibit “A,” (the “Proposal”) to perform the 2018 Evaluation and Appraisal Report (the “Project”); and

WHEREAS, the Village Council desires to authorize the Village Manager to issue a work order for the Project consistent with the Proposal and the professional services agreement entered into between the Village and Corradino; and

WHEREAS, the Village Council finds that this Resolution is in the best interest and welfare of the residents of the Village.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE
VILLAGE OF KEY BISCAYNE, FLORIDA, AS FOLLOWS:**

Section 1. Recitals Adopted. That each of the recitals stated above is hereby adopted and confirmed.

Section 2. Authorization. That the Village Manager is hereby authorized to issue a work order to Corradino for the Project that is consistent with the Proposal in an amount not to exceed \$19,000.00.

Section 3. **Effective Date.** That this Resolution shall be effective immediately upon adoption hereof.

PASSED AND ADOPTED this 13th day of February, 2018.


MAYOR MAYRA PEÑA LINDSAY

ATTEST:


JENNIFER MEDINA, CMC
VILLAGE CLERK



APPROVED AS TO FORM AND LEGAL SUFFICIENCY


VILLAGE ATTORNEY



**WORK ORDER
NOTICE TO PROCEED**

February 14, 2018

TO: The Corradino Group
(CONSULTANT)

ADDRESS: 4055 NW 97th Avenue
Miami, Florida 33178

PROJECT: Evaluation Appraisal Report (EAR)

The Village of Key Biscayne (the "Village") is in receipt of your proposal dated January 8, 2018 for preparation of the Evaluation and Appraisal Report (EAR). Please accept this letter as a Notice to Proceed with the work in accordance with the Scope of Services (Exhibit 'A'). Terms and Conditions shall be per the Continuing Services Agreement for Engineering Services. In accordance with the proposal, the EAR shall be submitted to the State by July 1, 2018.

By


John C. Gilbert, Village Manager

Cc: Project File

THE CORRADINO GROUP

NASHVILLE, FORT LAUDERDALE, DORAL, LOUISVILLE, INDIANAPOLIS

John C. Gilbert
Village Manager
Village of Key Biscayne
88 West McIntyre Street, Suite 210
Key Biscayne, Florida 33149

RE: KEY BISCAIYNE EVALUATION AND APPRAISAL REPORT (EAR)

Dear Mr. Gilbert

This letter is proposal to perform the 2018 Evaluation and Appraisal Report for the Village of Key Biscayne. The State of Florida requires each city to produce an Evaluation and Appraisal Report (EAR) every seven years. Key Biscayne's is due to the State on July 1, of 2018. Not doing so by the deadline prevents you from amending your comprehensive plan until the EAR is adopted.

What an EAR does is evaluate each Element of your Comprehensive Plan and suggest amendments to the plan, (if warranted). Once you submit your EAR to the State and they accept, you have 1 year to complete the amendments. This will be the first cycle of the EAR process for Key Biscayne after State Growth Management Laws had changed, and therefore the minimum requirement is the Comprehensive Plan needs be brought into compliance with new state laws.

Corradino can produce the EAR for \$19,000, and submit it to the State by July 1, 2018.

The Scope of Services:

Task 1. Issue Scoping

The Corradino Team will meet with Village staff and officials to gather input on major issues including: transportation and traffic, environmental conditions, utilities, etc. In addition, the Corradino Team will gain input, through an interagency scoping meeting with adjacent local jurisdictions and State, regional and county agencies. Recent surveys provide insight to the critical issues in the eyes of the public. The purpose of this scoping meeting is to receive local agency input on the key issues that have been identified, identify additional issues that should be addressed, and collect local agency data to assist in the EAR development process. Corradino will review the comprehensive plan and identify areas where it is not in compliance with current State Law. This will include one public workshop.

Task 2. Preparation of the Evaluation and Appraisal Report

The issues identified during the Task 1 will be described, analyzed, and evaluated for potential social, economic, and environmental impacts. In addition, other relevant Village planning efforts will be evaluated and utilized to inform the potential EAR-amendments as appropriate. The EAR Report will also address the following:

THE CORRADINO GROUP

NASHVILLE, FORT LAUDERDALE, DORAL, LOUISVILLE, INDIANAPOLIS

- Updated data and analysis, including but not limited to updated population projections, land use data, housing data, transportation data, infrastructure and capacity analysis, and maps as required by Florida statutes
- A comprehensive review, on an element-by-element basis, of the adopted Comprehensive Plan in order to identify and successes or shortcomings in achieving the Villages' goals, objectives and policies
- The identification and recommendation of Comprehensive Plan amendments required to address and comply with changes in state law, regional plans and/or administrative rules
- Maps, graphics, and public participation results
- A summary of recommended amendments
- Public Hearing for Village Council Approval in June of 2018
- EAR letter to State Department of Economic Opportunity, by July 1, 2018

Sincerely,

Joseph M. Corradino, AICP
President

The Corradino Group

THE CORRADINO GROUP

NASHVILLE, FORT LAUDERDALE, DORAL, LOUISVILLE, INDIANAPOLIS

Key Biscayne EAR

TASK	Joseph M. Corradino			Scarlet Hammons			Eric Ketterling		
	Principal In Charge			Project Manager			Project Planner / Mapping		
	Rate/Hr	hours	Cost	Rate/Hr	hours	Cost	Rate/Hr	hours	Cost
	\$ 200			\$ 150			\$ 75		
1 Issue Scoping									
1-a Kickoff Meeting		2	\$ 400		2	\$ 300		0	\$ -
1-b Inter-agency scoping meeting		2	\$ 400		4	\$ 600		1	\$ 75
1-c Data Collection		1	\$ 200		20	\$ 3,000		30	\$ 2,250
2 EAR Preparation									
2-a Update Data and Analysis		1	\$ 200		10	\$ 1,500		10	\$ 750
2-b Comprehensive Plan Review		1	\$ 200		20	\$ 3,000		10	\$ 750
2-c Plan Amendment Identificaton		1	\$ 200		10	\$ 1,500		0	\$ -
2-d GIS Mapping		0	\$ -		0	\$ -		30	\$ 2,250
2-f Public Hearing		2	\$ 400		2	\$ 300		0	\$ -
2-c EAR Letter to State		1	\$ 200		4	\$ 600		0	\$ -
		11	\$ 2,200		72	\$ 10,800		81	\$ 6,075

Project Total
\$ 19,075